

# Semi-Annual Report on Female and Minority Employment

January – June 2015

Personnel Cabinet October 2015



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#### **EXECUTIVE SUMMARY**



Steven L. Beshear Governor PERSONNEL CABINET 501 High Street, 3rd Floor Frankfort, Kentucky 40601 Phone (502) 564-7430 Fax (502) 564-7603 www.personnel.ky.gov

Dinah Bevington Secretary

October 12, 2015

The Honorable Steve Beshear Governor, Commonwealth of Kentucky The Capitol Building Frankfort, Kentucky 40601

Dear Governor Beshear:

In accordance with KRS 18A.138, I am submitting to you the enclosed Semi-Annual Report on Female and Minority Employment for the six-month period of January 1 through June 30, 2015. This report reflects the overall minority and female employment utilization for the Executive Branch as well as figures for each of the various cabinets.

Currently, the long-term hiring goal for minorities and females are 12.2% and 50.8% respectively. These goals are based upon Kentucky demographic data from the 2010 Census, with the minority goal increasing to 12.2% incrementally. This report measures the minority employment goal at 11.7% and the subsequent reporting period will measure these goals at 12.2%. Female utilization goals will remain at 50.8% until new demographic data becomes available.

Through these goals, your Administration continues its focus on increasing representation in employment by race and gender and developing a Kentucky State Government workforce that reflects the racial and gender demographics of the citizens we serve.

This Semi-Annual Report on Female and Minority Utilization is compiled with data from the Kentucky Human Resources Information System (KHRIS). The Office of Diversity & Equality has worked to ensure that the updated reporting system more accurately reflects the racial and gender makeup of the Executive Branch. Again in this report, and in all subsequent reports, data from the United Prosecutorial System and the constitutional offices of the Secretary of State, Attorney General, State Treasurer, Auditor of Public Accounts, and the Department of Agriculture are removed from the overall Executive Branch employment totals. This format more accurately reflects the workforce makeup of your administration. The employment data from the aforementioned agencies will be included as appendices to this report.





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Dinah Bevington Secretary

(Page 2 of 2)

The total number of Executive Branch employees, for our reporting purposes, as of June 30, 2015, was 32,456. At the close of this reporting period, your administration employed 2,961 minorities and 16,031 females. This represents a utilization percentage of 9.12% for minorities (a slight decrease of 0.13% from the last reporting period) and 49.39% for females (an increase of 0.04% from the last reporting period).

The Personnel Cabinet and the Cabinet for Health and Family Services exceeded the overall goals for both minority and female employment. While the Economic Development Cabinet, Labor Cabinet, Education Cabinet, and General Government exceed the goal for female employment. In this report you will find overall and categorical utilization data for each of the various cabinets in addition to charts denoting utilization trends over several reporting periods.

The Personnel Cabinet, through its Office of Diversity and Equality (ODE), is committed to assisting agencies through providing training in the areas of diversity and EEO. ODE continues to develop specific and targeted consultations for the various cabinets in hopes of reaching full utilization.

Sincerely,

Dinah Bevington, Personnel Secretary

Enclosure: Semi-Annual Report January - June, 2015



#### STATEMENT OF PURPOSE

#### Office of Diversity & Equality

The Office of Diversity & Equality (ODE), in the Commonwealth of Kentucky's Personnel Cabinet, is committed to ensuring greater diversity within state government. Kentucky Revised Statute 18.A 138(4) directs the Personnel Cabinet to produce this Semi-Annual Report on Minority & Female Employment in order to provide state officials with a progress assessment of the Executive Branch's Affirmative Action Plan. The data in this report reflects the degree of workforce diversity within the Executive Branch of state government.

The Executive Branch Affirmative Action Plan requires the Personnel Cabinet to set utilization goals for female and minority employment. Employment goals reflect population percentages established by the most recent census. The purpose of this Semi-Annual Report on Female & Minority Employment is to provide a snapshot of workforce realities in comparison to the established goals.

The new Executive Branch Affirmative Action Plan, established by Executive Order 2013-841, has established new utilization goals at 12.2% for minority employment and 50.8% for female employment. Beginning with the previous report (December 2013), the female utilization goal will be measured at this established goal. The minority utilization goal is on a scheduled increase from 10.2% to 12.2% over five consecutive reporting periods. Below is the schedule for this gradual increase:

Reporting Period	Minority Utilization Goal	Increase
December 2013	10.2%	0.2%
July 2014	10.7%	0.5%
December 2014	11.2%	0.5%
July 2015	11.7%	0.5%
December 2015	12.2%	0.2%

The Office of Diversity & Equality produces this report, as well as diversity and EEO training for the various cabinets, in order to promote and sustain a workforce that reflects the diversity found within the Commonwealth. Success in securing a diverse workforce is a legal, economic and moral imperative. This report should allow the various cabinets to assess their plans for the recruitment, retention and promotion of minorities and women.

#### **Report Structure and Methodology**

The data included in this Semi-Annual Report on Female & Minority Employment was provided by the Kentucky Human Resources Information System (KHRIS). The data is broken down into three groups: total employment, minority employment and female employment.

Within this report, one will find graphic representations of the data provided by KHRIS, beginning with an overview of the statewide progress, followed by a snapshot of minority and female utilization numbers for the various cabinets.

Since December 2011, all subsequent reports have excluded employment data from the United Prosecutorial System and the constitutional offices of the Secretary of State, Attorney General, State Treasurer, Auditor of Public Accounts, and the Department of Agriculture in the overall Executive Branch employment totals. This change was made to more accurately reflect the workforce makeup of this administration. The employment date from the aforementioned agencies will be included as appendices to this report.

#### **Notes on Reading the Utilization Tables**

- 1. The Executive Branch Utilization Tables (page 10), and the tables compiled for each of the various cabinets, consists of eight columns. The column categories are abbreviated to provide maximum use of space on the pages that follow. The categories found on the Commonwealth Utilization Table, from left to right, are (abbreviations in parenthesis used in the report):
  - Job Category
  - Total Number of Employees (TOT EMPLS)
  - Number of Minorities Employed (MIN)
  - Percentage of Minorities Employed (% MIN)
  - Projected Minority Utilization Goals (MIN PROJ % GOAL)
  - Number of Females Employed (FEM)
  - Percentage of Females Employed (% FEM)
  - Projected Female Utilization Goals (FEM PROJ % GOAL)
- 2. Rows 2-9 on the Commonwealth Utilization Table, and the tables compiled for each of the various cabinets, represent the EEO Job Categories found within state government. There are eight possible categories for a description of each EEO Job Category *SEE APPENDIX* 7.
- 3. Rows 10-12 provide totaled information for overall analysis. These rows include:
  - JUNE 2015 TOTAL (the sum of all data found in the various columns)
  - DECEMBER 2014 TOTAL (the totals from the previous reporting period)
  - CHANGES (the differences between the current total and the total from the previous reporting period)
- **4.** Color coding is used to highlight certain useful information for readers.
  - Green (utilization goal met)

#### **Cabinet Utilization Tables**

Also included in this report are snapshots of the overall minority and female utilization numbers for each cabinet as well as a breakdown for the various EEO Job Categories.

#### **Trend Charts**

Provided in this report are charts representing minority and female utilization over designated periods of time. The charts for total Executive Branch utilization (pages 14 and 15) measure utilization goals and semi-annual data for minority and female employment, respectively, dating back to the December 1998 Semi-Annual Report on Female & Minority Employment. Trend charts are also included for the various cabinets, representing data from June 2007 (the last reporting period of the previous administration). <sup>1</sup>

#### **Analytical Framework for Readers**

The presentation of data found within this report focuses on providing readers with a general overview of the status of the Executive Branch of the Commonwealth of Kentucky and its various cabinets on the employment of minorities and women.

Certain cabinets will have more difficulty reaching goals due to the limited qualifying availability within the labor pool of targeted populations for traditionally race or gender dominated positions. This does not excuse underutilization, but rather, provides the opportunity for innovation in recruitment and retention of minority and female employees in order to improve these numbers in a good faith effort (even if reaching the projected goal is not feasible).

For the purpose of this report, areas highlighted to indicate the achievement of utilization goals comply strictly with the percentages established to quantify full utilization.

<sup>&</sup>lt;sup>1</sup> Trend charts for two cabinets, Labor and Public Protection, provide information dating back to June 2008, the first reporting period after the creation of these cabinets.

# MINORITY & FEMALE EMPLOYMENT DATA

#### **Executive Branch Utilization Summary**

Between January 1 and June 30, 2015, the number of Kentucky Executive Branch employees increased by 36 positions from 32,420 to 32,456. The total number of minority held positions during this period fell by 39 positions from 3,000 to 2,961 resulting in a slight decrease in minority utilization from 9.25% to 9.12% - 2.58% shy of this period's minority utilization goal of 11.7%. During this reporting period the number of female held positions increased by 33 from 15,998 to 16,031. This increase resulted in a 0.04% rise in female utilization from 49.35% to 49.39%, 1.41% shy of the female utilization goal of 50.8%.

During this reporting period, the Commonwealth continued to exceed the minority utilization goal in two EEO Job Categories (Paraprofessional and Service Maintenance). The female utilization goal was again met in three EEO Job Categories this reporting period (Professional, Paraprofessional, and Office & Clerical).

Deficiencies in attaining the overall minority and female utilization goals can be found in several areas. Looking at minority employment by cabinet, the Energy & Environment, Justice & Public Safety, Tourism, and Transportation cabinets have a significantly lower disproportionate percentage of overall minority employees in comparison to their proportions of the overall Executive Branch workforce.

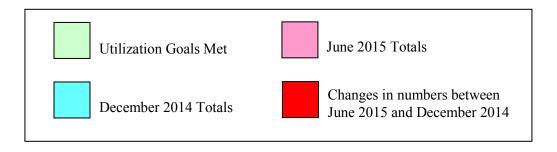
The greatest overall concentration of minority & female employment is in the Cabinet for Health and Family Services (CHFS). CHFS far exceeds the cabinet's proportion of the overall workforce. Though CHFS employs 23.33% of the Executive Branch workforce, it employs 38.47% and 38.14% of the overall minority and female Executive Branch employees, respectively. (For a full list of employment percentages by cabinet see Page 16.)

In examining proportional representation by EEO Job Categories, there are a few EEO Job Categories where minority and female employees are either significantly underutilized or disproportionally concentrated. Across the board, minority underrepresentation is most prevalent in EEO Job Categories 1 (Officials & Administrators), 4 (Protective Service Workers) and 7 (Skilled Workers). For female employment, underrepresentation is most prevalent in EEO Job Category 4 (Protective Service Workers) and EEO Job Category 7 (Skilled Workers). Conversely, higher concentrations of female employees are found in EEO Job Categories 2 (Professionals), 5 (Paraprofessionals) and 6 (Office & Clerical). (For a full list of employment percentages by EEO Job Category see Page 17.)

<sup>&</sup>lt;sup>2</sup> For a chart explaining the gradual increase of minority utilization goals established with the new demographic information from the 2010 Census, please see the "Statement of Purpose" on page 5.

# EXECUTIVE BRANCH UTILIZATION TABLE

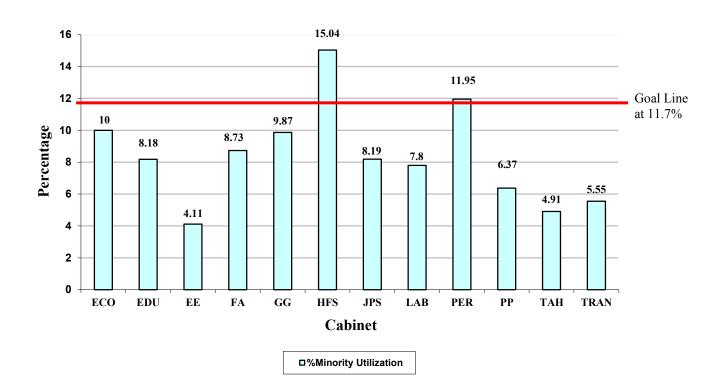
JOB CATEGORY	TOT EMPS	MIN	% MIN	MIN PROJ % GOAL	FEMALE EMPS	% FEMALE	FEMALE PROJ % GOAL
EEO GRP 1: OFFICIALS & ADMIN	2,705	197	7.28%	11.7%	1,191	44.03%	50.8%
EEO GRP 2: PROFESSIONAL	16,892	1,648	9.76%	11.7%	9,821	58.14%	50.8%
EEO GRP 3: TECHNICIANS	1,475	96	6.51%	11.7%	546	37.02%	50.8%
EEO GRP 4: PROTECT SERV WRKR	3,242	223	6.88%	11.7%	556	17.15%	50.8%
EEO GRP 5: PARA PROFESSIONAL	2,507	345	13.76%	11.7%	1,852	73.87%	50.8%
EEO GRP 6: OFFICE & CLERICAL	1,550	134	8.65%	11.7%	1,204	77.68%	50.8%
EEO GRP 7: SKILLED WORKER	2,402	93	3.87%	11.7%	130	5.41%	50.8%
EEO GRP 8: SERVICE MAINTENANCE	1,683	225	13.37%	11.7%	731	43.43%	50.8%
	·						
JUNE 2015 TOTAL	32,456	2,961	9.12%	11.7%	16,031	49.39%	50.8%
DECEMBER 2014 TOTAL	32,420	3,000	9.25%	11.2%	15,998	49.35%	50.8%
CHANGES	36	-39	-0.13%	0.5%	33	0.04%	0



#### **OVERALL CABINET GOAL ATTAINMENT**

- Cabinets meeting both minority and female utilization goals:
  - o Health & Family Services Cabinet
  - Personnel Cabinet
- Cabinets meeting minority utilization goals:
  - o Health & Family Services Cabinet (15.04 %)
  - o Personnel Cabinet (11.95%)
- Cabinets meeting female utilization goals:
  - o Economic Development Cabinet (54.44 %)
  - o Education Cabinet (59.58%)
  - o General Government (58.66 %)
  - o Health & Family Services Cabinet (80.74%)
  - o Labor Cabinet (56.42%)
  - o Personnel Cabinet (71.24 %)

#### MINORITY UTILIZATION BY CABINET



#### **CABINETS**

ECO - Economic Development

EDU - Education & Workforce Development

EE - Energy & Environment
FA - Finance & Administration
GG - General Government
HFS - Health & Family Services
JPS - Justice & Public Safety

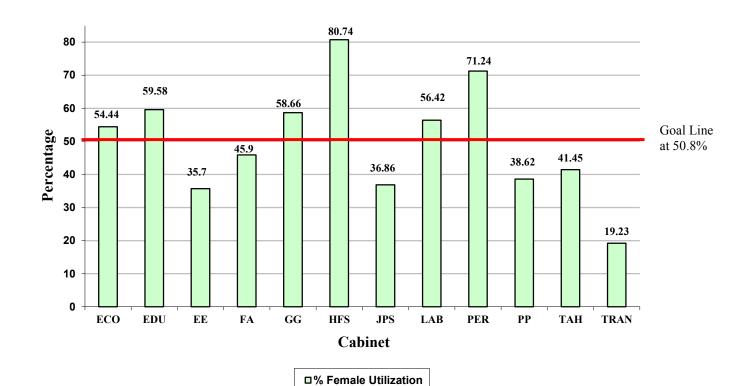
LAB - Labor PER - Personnel

PP - Public Protection

TAH - Tourism, Arts & Heritage

TRAN - Transportation

#### FEMALE UTILIZATION BY CABINET



#### **CABINETS**

ECO - Economic Development

EDU - Education

EE - Energy & Environment
FA - Finance & Administration
GG - General Government
HFS - Health & Family Services
JPS - Justice & Public Safety

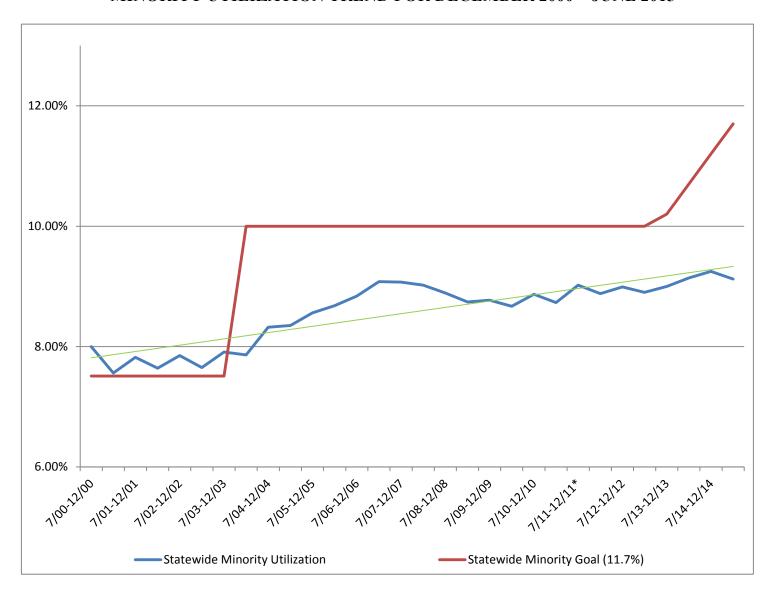
LAB - Labor PER - Personnel

PP - Public Protection

TAH - Tourism, Arts & Heritage

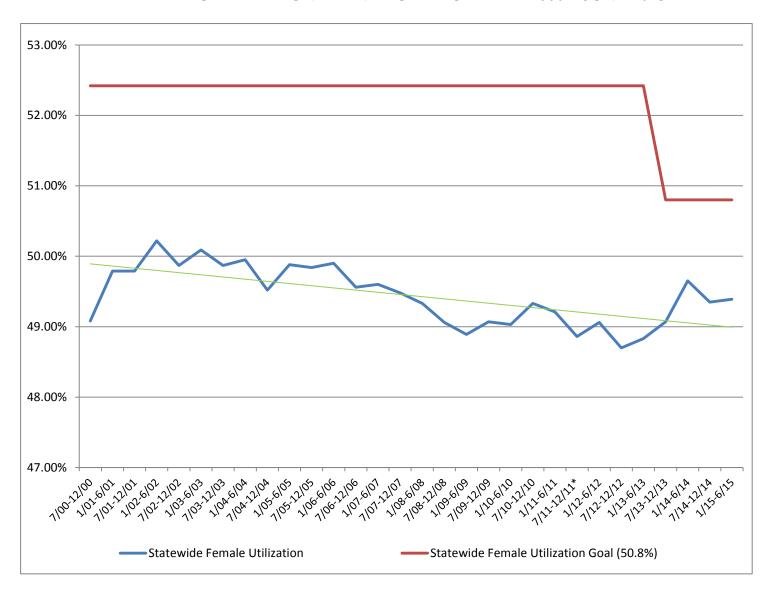
TRAN - Transportation

#### MINORITY UTILIZATION TREND FOR DECEMBER 2000 – JUNE 2015



<sup>\*</sup> From December 2011 forward, data will exclude employees from the Unified Prosecutorial System and the various offices of the Constitutional Officers (Secretary of State, Attorney General, Auditor of Public Accounts, State Treasurer and Commissioner of Agriculture).

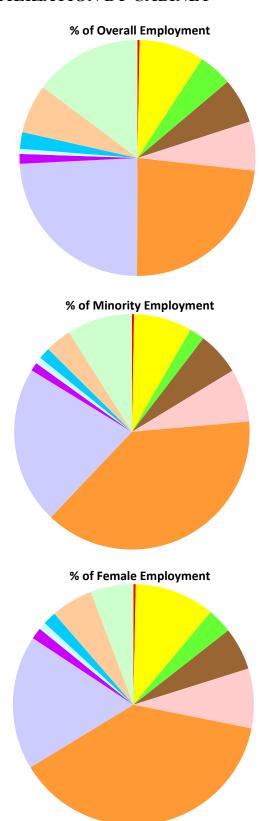
#### FEMALE UTILIZATION TREND FOR DECMEBER 2000 – JUNE 2015



<sup>\*</sup> From December 2011 forward, data will exclude employees from the Unified Prosecutorial System and the various offices of the Constitutional Officers (Secretary of State, Attorney General, Auditor of Public Accounts, State Treasurer and Commissioner of Agriculture).

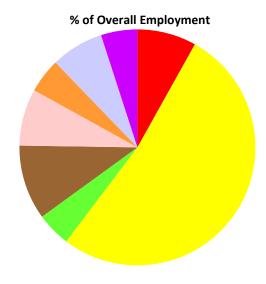
# PERCENTAGE OF EXECUTIVE BRANCH UTILIZATION BY CABINET

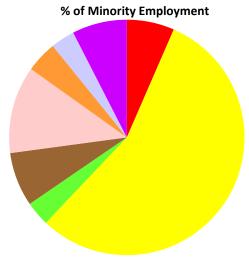
Cabinet	% Overall Employment	% Minority Employment	% Female Employment
ECO	0.28%	0.30%	0.31%
EDU	8.92%	8.00%	10.76%
EE	4.64%	2.09%	3.36%
FA	6.16%	5.91%	5.72%
GG	6.74%	7.29%	8.01%
HFS	23.33%	38.47%	38.14%
JUS	24.14%	21.68%	18.02%
LAB	1.34%	1.15%	1.53%
PER	0.70%	0.91%	1.00%
PP	2.27%	1.59%	1.78%
ТАН	6.72%	3.61%	5.63%
TRAN	14.76%	8.98%	5.75%

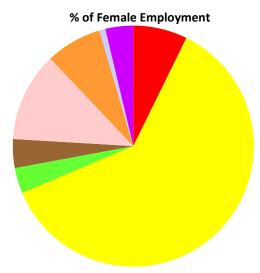


#### PERCENTAGE OF EXECUTIVE BRANCH UTILIZATION BY JOB CATEGORY

EEO Job Category	% Overall	% Minority	% Female
Group 1	8.10%	6.53%	7.27%
Group 2	52.21%	55.53%	61.38%
Group 3	4.69%	3.37%	3.43%
Group 4	10.24%	7.43%	3.87%
Group 5	7.80%	12.0%	11.99%
Group 6	4.74%	4.30%	7.52%
Group 7	7.23%	3.30%	0.82%
Group 8	4.99%	7.53%	3.73%







Group 1: Officials & Administrators

Group 2: Professionals

Group 3: Technicians

Group 4: Protective Service Workers

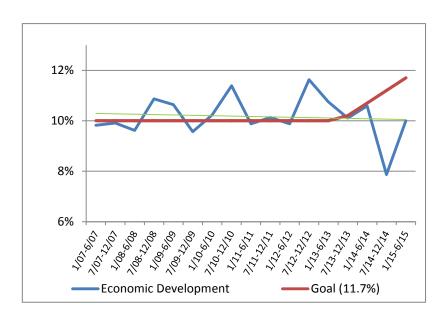
Group 5: Paraprofessionals Group 6: Office & Clerical Group 7: Skilled Workers Group 8: Service Maintenance

# **CABINET UTILIZATION TABLES**

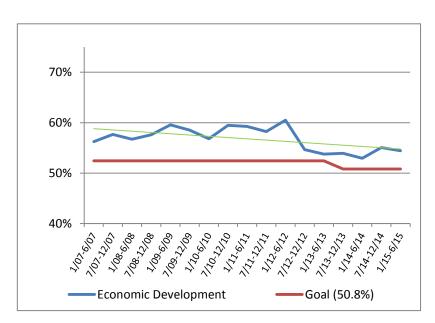
### ECONOMIC DEVELOPMENT CABINET

	тот			MIN PROJ %	FEMALE	%	FEMALE PROJ %
JOB CATEGORY	EMPS	MIN	% MIN	GOAL	EMPS	FEMALE	GOAL
EEO GRP 1:							
OFFICIALS & ADMIN	13	0	0.0%	11.7%	4	30.77%	50.8%
EEO GRP 2:			44.700/	44.70/	00	55.000/	50.00/
PROFESSIONAL	68	8	11.76%	11.7%	38	55.88%	50.8%
EEO GRP 3: TECHNICIANS	2	0	0.0%	11.7%	1	50%	50.8%
EEO GRP 4:							
PROTECT SERV WRKR							
EEO GRP 5:							
PARA PROFESSIONAL	1	0	0.0%	11.7%	1	100%	50.8%
EEO GRP 6:							
OFFICE & CLERICAL	5	0	0.0%	11.7%	5	100%	50.8%
EEO GRP 7:							
SKILLED WORKER							
EEO GRP 8:							
SERVICE MAINTENANCE	1	1	100%	11.7%	0	0.0%	50.8%
JUNE 2015 TOTAL	90	9	10%	11.7%	49	54.44%	50.8%
DECEMBER 2014 TOTAL	89	7	7.87%	11.2%	49	55.06%	50.8%
011411050			0.400/	0.50/		0.0004	
CHANGES	1	2	2.13%	0.5%	0	-0.62%	0

#### **Economic Development Minority Utilization Trend**



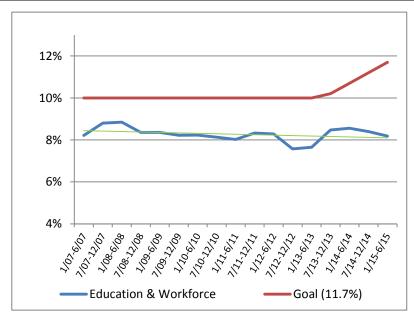
### **Economic Development Female Utilization Trend**



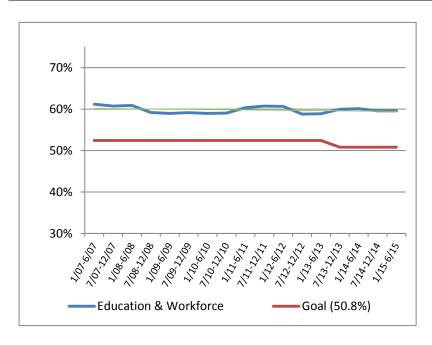
#### **EDUCATION & WORKFORCE DEVELOPMENT CABINET**

JOB CATEGORY	TOT EMPS	MIN	% MIN	MIN PROJ % GOAL	FEMALE EMPS	% FEMALE	FEMALE PROJ % GOAL
EEO GRP 1: OFFICIALS & ADMIN	324	28	8.64%	11.7%	195	60.19%	50.8%
EEO GRP 2: PROFESSIONAL	2,171	171	7.88%	11.7%	1,300	59.88%	50.8%
EEO GRP 3: TECHNICIANS	96	11	11.46%	11.7%	51	53.13%	50.8%
EEO GRP 4: PROTECT SERV WRKR	8	0	0.0%	11.7%	1	12.50%	50.8%
EEO GRP 5: PARA PROFESSIONAL	78	9	11.54%	11.7%	48	61.54%	50.8%
EEO GRP 6: OFFICE & CLERICAL	97	6	6.19%	11.7%	92	94.85%	50.8%
EEO GRP 7: SKILLED WORKER	19	1	5.26%	11.7%	2	10.53%	50.8%
EEO GRP 8: SERVICE MAINTENANCE	103	11	10.68	11.7%	36	34.95%	50.8%
JUNE 2015 TOTAL	2,896	237	8.18%	11.7%	1,725	59.58%	50.8%
DECEMBER 2014 TOTAL	2,952	248	8.4%	11.2%	1,758	59.55%	50.8%
CHANGES	-56	-11	-0.26%	0.5%	-33	0.035	0

**Education & Workforce Development Minority Utilization Trend** 



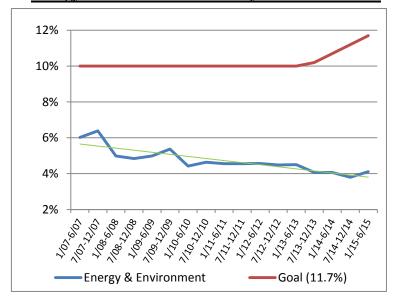
#### **Education & Workforce Development Female Utilization Trend**



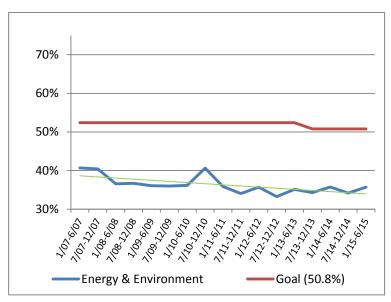
#### **ENERGY & ENVIRONMENT CABINET**

JOB CATEGORY	TOT EMPS	MIN	% MIN	MIN PROJ % GOAL	FEMALE EMPS	% FEMALE	FEMALE PROJ % GOAL
EEO GRP 1: OFFICIALS & ADMIN	143	4	2.8%	11.7%	40	27.97%	50.8%
EEO GRP 2: PROFESSIONAL	1,267	57	4.5%	11.7%	473	37.33%	50.8%
EEO GRP 3: TECHNICIANS	73	1	1.37%	11.7%	10	13.70%	50.8%
EEO GRP 4: PROTECT SERV WRKR							
EEO GRP 5: PARA PROFESSIONAL	5	0	0.0%	11.7%	4	80%	50.8%
EEO GRP 6: OFFICE & CLERICAL	9	0	0.0%	11.7%	8	88.92%	50.8%
EEO GRP 7: SKILLED WORKER	4	0	0.0%	11.7%	2	50%	50.8%
EEO GRP 8: SERVICE MAINTENANCE	6	1	1.18%	11.7%	1	16.67%	50.8%
JUNE 2015 TOTAL	1,507	62	4.11	11.7%	538	35.70%	50.8%
DECEMBER 2014 TOTAL	1,577	60	3.8%	11.2%	539	34.18%	50.8%
CHANGES	-70	2	0.31%	0.5%	-1	1.52%	0

**Energy & Environment Minority Utilization Trend** 



**Energy & Environment Female Utilization Trend** 



#### FINANCE & ADMINISTRATION CABINET

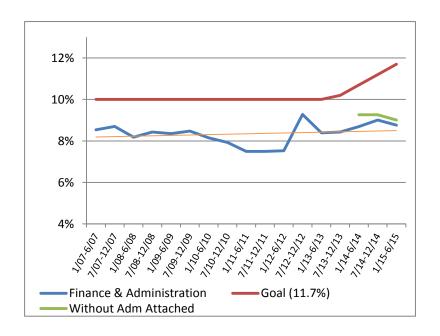
	тот			MIN PROJ %	FEMALE	%	FEMALE PROJ %
JOB CATEGORY	EMPS	MIN	% MIN	GOAL	EMPS	FEMALE	GOAL
EEO GRP 1: OFFICIALS & ADMIN	423	33	7.8%	11.7%	169	39.95%	50.8%
w/out adm attached agencies <sup>3</sup>	417	33	7.91%	11.7%	165	39.57%	50.8%
EEO GRP 2: PROFESSIONAL	1,121	102	9.10%	11.7%	602	53.70%	50.8%
w/out adm attached agencies	1,068	101	9.46%	11.7%	574	53.75%	50.8%
EEO GRP 3: TECHNICIANS	187	13	6.95%	11.7%	63	33.69%	50.8%
w/out adm attached agencies	182	13	7.14%	11.7%	63	34.62	50.8%
EEO GRP 4: PROTECT SERV WRKR					-		
w/out adm attached agencies			-			-	-
EEO GRP 5: PARA PROFESSIONAL	55	5	9.09%	11.2%	32	58.18%	50.8%
w/out adm attached agencies	55	5	9.09%	11.7%	32	58.18%	50.8%
EEO GRP 6: OFFICE & CLERICAL	63	8	12.70%	11.7%	35	55.56%	50.8%
w/out adm attached agencies	60	8	13.33%	11.7%	33	55.%	50.8%
EEO GRP 7: SKILLED WORKER	97	2	2.06%	11.7%	4	4.12%	50.8%
w/out adm attached agencies	97	2	2.06%	11.7%	4	4.12%	50.8%
EEO GRP 8: SERVICE MAINTENANCE	52	12	23.08%	11.7%	12	23.08%	50.8%
w/out adm attached agencies	52	12	23.08%	11.7%	12	23.08%	50.8
JUNE 2015 TOTAL	1,998	175	8.76%	11.7%	917	45.9%	50.8%
w/out adm attached agencies	1,931	174	9.01%	11.7%	883	45.73%	50.8%
DECEMBER 2014 TOTAL	2,054	185	9.01%	11.2%	942	45.86%	50.8%
w/out adm attached agencies	1,987	184	9.26%	11.2%	908	45.7%	50.8%
CHANGES	-56	-10	-0.25%	0.5%	-25	0.04%	0
w/out adm attached agencies <sup>4</sup>	-56	-10	-0.25%	0.5%	-25	0.03%	0

<sup>&</sup>lt;sup>3</sup> Finance & Administration Cabinet utilization numbers without the cabinet's administratively attached agencies

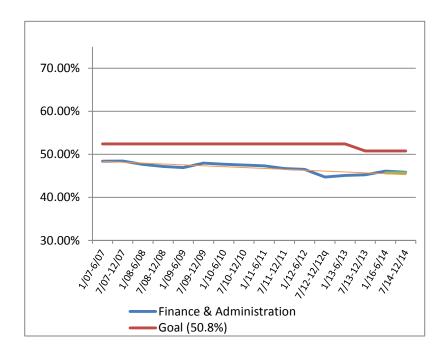
<sup>(</sup>Kentucky Higher Education Authority & the Kentucky River Authority).

<sup>4</sup> Changes between reporting periods for the utilization numbers without the administratively attached agencies will begin in future reports. This is the first reporting period where these numbers were separated.

Finance & Administration Minority Utilization Trend



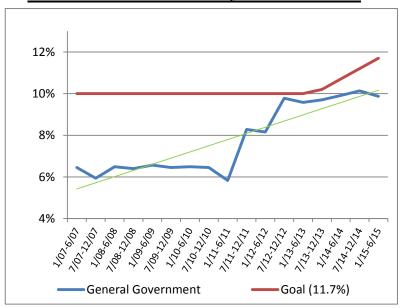
Finance & Administration Female Utilization Trend



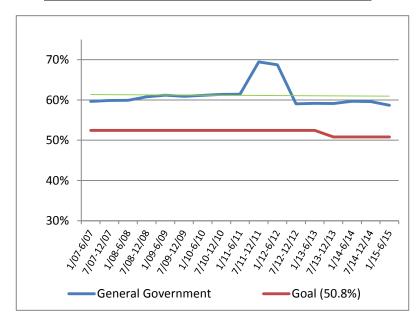
### GENERAL GOVERNMENT

JOB CATEGORY	TOT EMPS	MIN	% MIN	MIN PROJ % GOAL	FEMALE EMPS	% FEMALE	FEMALE PROJ % GOAL
EEO GRP 1: OFFICIALS & ADMIN	237	19	8.02%	11.7%	96	40.51%	50.8%
EEO GRP 2: PROFESSIONAL	998	102	10.22%	11.7%	570	57.11%	50.8%
EEO GRP 3: TECHNICIANS	140	9	6.43%	11.7%	87	62.14%	50.8%
EEO GRP 4: PROTECT SERV WRKR	225	23	10.22%	11.7%	103	45.78%	50.8%
EEO GRP 5: PARA PROFESSIONAL	276	37	13.41%	11.7%	241	87.32%	50.8%
EEO GRP 6: OFFICE & CLERICAL	45	5	11.11%	11.7%	41	91.11%	50.8%
EEO GRP 7: SKILLED WORKER	61	2	3.28%	11.7%	13	21.31%	50.8%
EEO GRP 8: SERVICE MAINTENANCE	207	19	9.18%	11.7%	133	64.25%	50.8%
JUNE 2015 TOTAL	2,189	216	9.87%	11.7%	1,284	58.66%	50.8%
DECEMBER 2014 TOTAL	2,232	226	10.13%	11.2%	1,330	59.59%	50.8%
CHANGES	-43	-10	-0.26%	0.5%	-46	-0.93%	0

#### General Government Minority Utilization Trend<sup>5</sup>



#### **General Government Female Utilization Trend<sup>6</sup>**



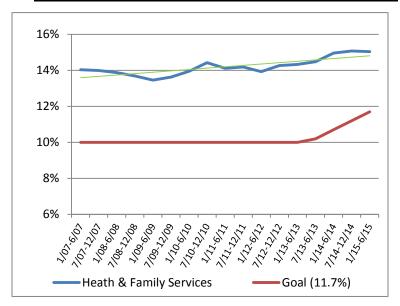
<sup>&</sup>lt;sup>5</sup> Beginning with the June – December 2011 reporting period, employees with the United Prosecutorial Service, the Attorney General, the Secretary of State, the State Treasurer, the Commissioner of Agriculture and the State Auditor were not included in the count for General Government. (Please see page 6 for an explanation of this change in the reporting format.)

<sup>&</sup>lt;sup>6</sup> *Ibid*....

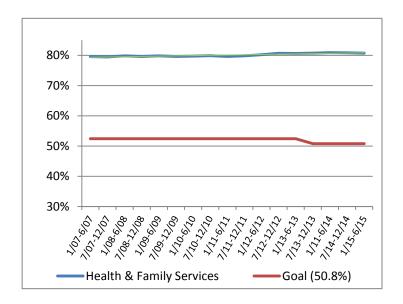
### **HEALTH & FAMILY SERVICES CABINET**

	тот			MIN PROJ %	FEMALE	%	FEMALE PROJ %
JOB CATEGORY	EMPS	MIN	% MIN	GOAL	EMPS	FEMALE	GOAL
EEO GRP 1:							
OFFICIALS & ADMIN	400	38	9.50%	11.7%	299	74.75%	50.8%
EEO GRP 2:							
PROFESSIONAL	4,581	632	13.80%	11.7%	3,695	80.66%	50.8%
EEO GRP 3:							
TECHNICIANS	143	20	13.99%	11.7%	98	68.53%	50.8%
EEO GRP 4:							
PROTECT SERV WRKR	62	9	14.52%	11.7%	22	35.48%	50.8%
EEO GRP 5:							
PARA PROFESSIONAL	1,630	252	15.46%	11.7%	1,371	84.11%	50.8%
EEO GRP 6:							
OFFICE & CLERICAL	478	65	13.60%	11.7%	456	95.40%	50.8%
EEO GRP 7:							
SKILLED WORKER	54	9	16.67%	11.7%	10	18.52%	50.8%
EEO GRP 8:							
SERVICE MAINTENANCE	224	114	50.89%	11.7%	163	72.77%	50.8%
JUNE 2015 TOTAL	7,572	1,139	15.04%	11.7%	6,114	80.74%	50.8%
DECEMBER 2014 TOTAL	7,608	1,147	15.08%	11.2%	6,149	80.82%	50.8%
CHANGES	-36	-8	-0.04%	0.5%	-35	-0.08%	0

**Health & Family Services Minority Utilization Trend** 



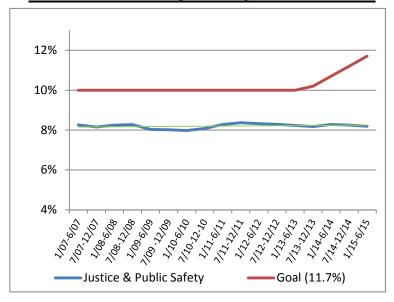
**Health & Family Services Female Utilization Trend** 



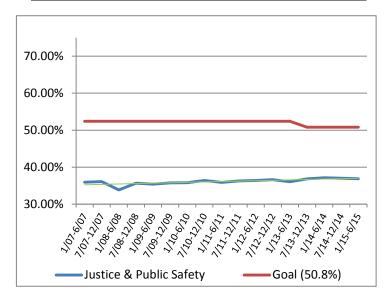
### JUSTICE & PUBLIC SAFETY CABINET

JOB CATEGORY	TOT EMPS	MIN	% MIN	MIN PROJ % GOAL	FEMALE EMPS	% FEMALE	FEMALE PROJ % GOAL
			70 111111	00/12			00/12
EEO GRP 1: OFFICIALS & ADMIN	384	43	11.20%	11.7%	165	42.97%	50.8%
OT TOIALS & ADMIN	304	43	11.2070	11.7 /0	103	42.37 /0	30.070
EEO GRP 2:	2.540	0.40	0.000/	44.70/	4 740	40.040/	50.00/
PROFESSIONAL	3,540	343	9.69%	11.7%	1,710	48.31%	50.8%
EEO GRP 3:							
TECHNICIANS	196	8	4.08%	11.7%	96	48.98%	50.8%
EEO GRP 4:							
PROTECT SERV WRKR	2,760	186	6.74%	11.7%	422	15.29%	50.8%
EEO GRP 5:							
PARA PROFESSIONAL	175	31	17.71%	11.7%	71	40.57%	50.8%
EEO CDD C							
EEO GRP 6: OFFICE & CLERICAL	526	24	4.56%	11.7%	375	71.29%	50.8%
EEO GRP 7: SKILLED WORKER	203	4	1.97%	11.7%	32	15.76%	50.8%
ORIELES WORKER	200		1.07 70	11.770	- 02	10.7070	00.070
EEO GRP 8:	51	3	5.88%	11.7%	17	22 220/	EO 90/
SERVICE MAINTENANCE	51	3	5.88%	11.7%	17	33.33%	50.8%
JUNE 2015 TOTAL	7,835	642	8.19%	11.7%	2,888	36.86%	50.8%
DECEMBER 2014 TOTAL	7,869	649	8.25%	11.2%	2,911	36.99%	50.8%
CHANGES	-34	-7	-0.06%	0.5%	-23	-0.13%	0

Justice & Public Safety Minority Utilization Trend



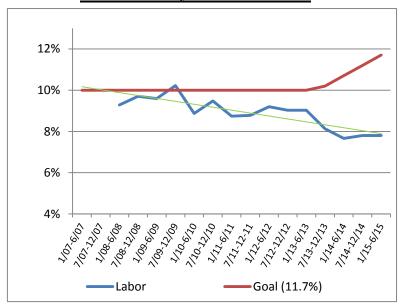
Justice & Public Safety Female Utilization Trend



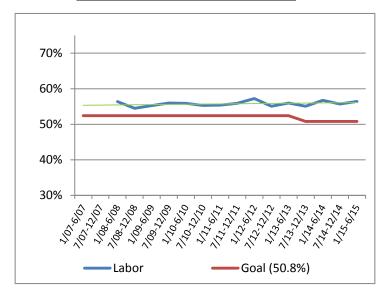
### LABOR CABINET

JOB CATEGORY	TOT EMPS	MIN	% MIN	MIN PROJ % GOAL	FEMALE EMPS	% FEMALE	FEMALE PROJ % GOAL
EEO GRP 1:							
OFFICIALS & ADMIN	58	1	1.72%	11.7%	28	48.28%	50.8%
EEO GRP 2: PROFESSIONAL	283	24	8.48%	11.7%	157	55.48%	50.8%
EEO GRP 3: TECHNICIANS	37	7	18.92%	11.7%	17	45.95%	50.8%
EEO GRP 4: PROTECT SERV WRKR	11	0	0%	11.7%	2	18.18%	50.8%
EEO GRP 5: PARA PROFESSIONAL	16	0	0%	11.7%	16	100%	50.8%
EEO GRP 6: OFFICE & CLERICAL	25	2	8.0%	11.7%	25	100%	50.8%
EEO GRP 7: SKILLED WORKER	2	0	0%	11.7%	1	50%	50.8%
EEO GRP 8: SERVICE MAINTENANCE	4	0	0%	11.7%	0	0\$	50.8%
JUNE 2015 TOTAL	436	34	7.8%	11.7%	246	56.42%	50.8%
DECEMBER 2014 TOTAL	436	34	7.8%	11.2%	243	55.73%	50.8%
DEGENOLIVES IN TOTAL		0-1	1.070	11.270	LTO	30.1070	30.070
CHANGES	0	0	0%	0.5%	3	0.69%	0

#### **Labor Minority Utilization Trend**<sup>7</sup>



### **Labor Female Utilization Trend**<sup>8</sup>

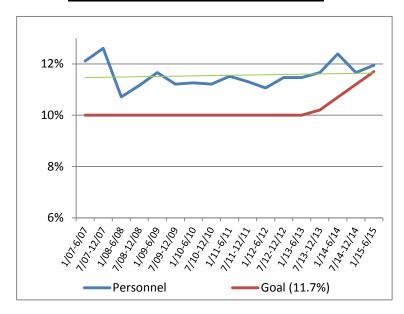


 $<sup>^{7}</sup>$  The Labor Cabinet was created in early 2008 and therefore no trend information exists before the 06/2008reporting period. <sup>8</sup> *Ibid*...

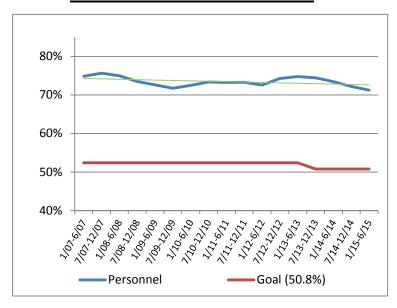
### PERSONNEL CABINET

JOB CATEGORY	TOT EMPS	MIN	% MIN	MIN PROJ % GOAL	FEMALE EMPS	% FEMALE	FEMALE PROJ % GOAL
JOB CATEGORT	LIVIFS	IVIIIN	/O IVIIIN	GUAL	LIVIFO	ILIVIALL	GOAL
EEO GRP 1: OFFICIALS & ADMIN	39	4	10.26%	11.7%	19	48.72%	50.8%
	- 55		10.2070	11.770	19	40.72 /0	30.070
EEO GRP 2: PROFESSIONAL	169	22	13.02%	11.7%	133	78.70%	50.8%
EEO GRP 3:							
TECHNICIANS	14	1	7.14%	11.7%	6	42.86%	50.8%
EEO GRP 4:							
PROTECT SERV WRKR							
EEO GRP 5:							
PARA PROFESSIONAL							
EEO GRP 6:							
OFFICE & CLERICAL	4	0	0%	11.7%	3	75%	50.8%
EEO GRP 7:							
SKILLED WORKER							
EEO GRP 8:							
SERVICE MAINTENANCE							
JUNE 2015 TOTAL	226	27	11.95%	11.7%	161	71.24%	50.8%
DECEMBER 2014 TOTAL	223	26	11.66%	11.2%	161	72.2%	50.8%
CHANGES	-3	-2	-0.79%	0.5%	-5	-1.25	0
CHANGES	-3	-2	-0.79%	0.5%	-5	-1.25	U

#### **Personnel Minority Utilization Trend**



#### **Personnel Female Utilization Trend**

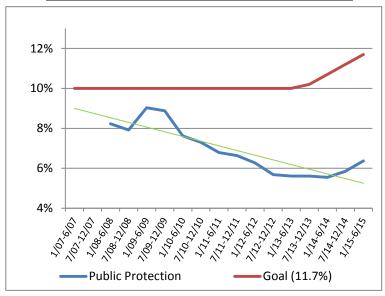


## PUBLIC PROTECTION CABINET

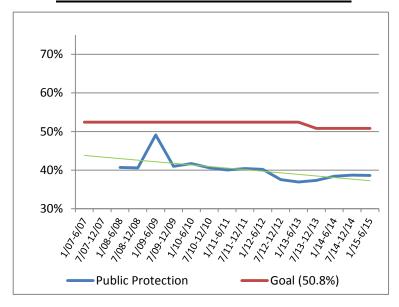
## January -June 2015 Utilization Table

				MIN			FEMALE
JOB CATEGORY	TOT EMPS	MIN	% MIN	PROJ % GOAL	FEMALE EMPS	% FEMALE	PROJ % GOAL
EEO GRP 1:							
OFFICIALS & ADMIN	116	6	5.17%	11.7%	42	36.21%	50.8%
EEO GRP 2: PROFESSIONAL	413	32	7.75%	11.7%	211	51.09%	50.8%
EEO GRP 3: TECHNICIANS	162	7	4.32%	11.7%	18	11.11%	50.8%
EEO GRP 4: PROTECT SERV WRKR							
EEO GRP 5: PARA PROFESSIONAL	7	0	0%	11.7%	7	100%	50.8%
EEO GRP 6: OFFICE & CLERICAL	10	0	0%	11.7%	7	70%	50.8%
EEO GRP 7: SKILLED WORKER	28	0	0%	11.7%	0	0%	50.8%
EEO GRP 8: SERVICE MAINTENANCE	2	1	50%	11.7%	0	0%	50.8%
JUNE 2015 TOTAL	738	47	6.67%	11.7%	285	38.62%	50.8%
DECEMBER 2014 TOTAL	718	42	5.85%	11.2%	278	38.72%	50.8%
CHANGES	20	5	0.82%	0.5%	7	-0.10%	0

**Public Protection Minority Utilization Trend**<sup>9</sup>



**Public Protection Female Utilization Trend**<sup>10</sup>

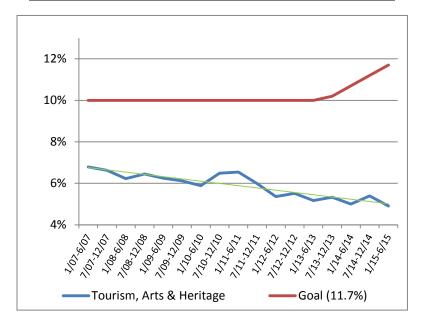


<sup>&</sup>lt;sup>9</sup> The Public Protection Cabinet was created in early 2008 and therefore no trend information exists before the 06/08 reporting period. <sup>10</sup> *Ibid*...

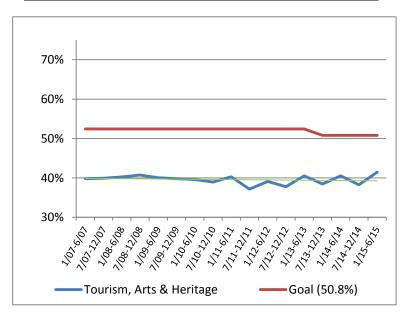
## TOURISM, ARTS & HERITAGE CABINET

	тот			MIN PROJ %	FEMALE	%	FEMALE PROJ %
JOB CATEGORY	EMPS	MIN	% MIN	GOAL	EMPS	FEMALE	GOAL
EEO GRP 1:							
OFFICIALS & ADMIN	211	5	2.37%	11.7%	63	29.86%	50.8%
EEO GRP 2:							
PROFESSIONAL	561	24	4.28%	11.7%	281	50.09%	50.8%
EEO GRP 3:							
TECHNICIANS	64	4	6.25%	11.7%	20	31.25%	50.8%
EEO GRP 4:							
PROTECT SERV WRKR	171	5	2.92%	11.7%	5	2.92%	50.8%
EEO GRP 5:							
PARA PROFESSIONAL	164	3	1.83%	11.7%	40	24.49%	50.8%
EEO GRP 6:							
OFFICE & CLERICAL	164	6	3.66%	11.7%	119	72.56%	50.8%
EEO GRP 7:							
SKILLED WORKER	238	7	2.94%	11.7%	24	10.08%	50.8%
EEO GRP 8:							
SERVICE MAINTENANCE	607	53	8.73%	11.7%	351	57.83%	50.8%
JUNE 2015 TOTAL	2,180	107	4.91%	11.7%	903	41.45%	50.8%
DECEMBER 2014 TOTAL	1,875	101	5.39%	11.2%	717	38.24%	50.8%
CHANGES	305	6	-0.48%	0.5%	186	3.21%	0

Tourism, Arts & Heritage Minority Utilization Trend



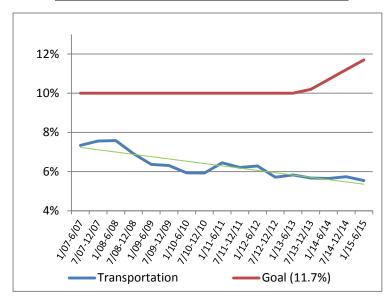
Tourism, Arts & Heritage Female Utilization Trend



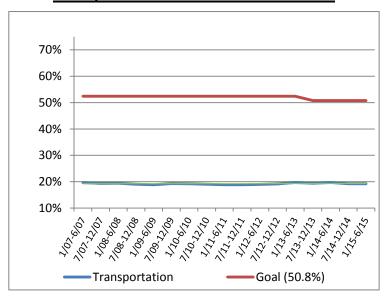
## TRANSPORTATION CABINET

JOB CATEGORY	TOT EMPS	MIN	% MIN	MIN PROJ % GOAL	FEMALE EMPS	% FEMALE	FEMALE PROJ % GOAL
EEO GRP 1: OFFICIALS & ADMIN	357	16	4.48%	11.7%	71	19.89%	50.8%
EEO GRP 2: PROFESSIONAL	1,720	131	7.62%	11.7%	651	37.85%	50.8%
EEO GRP 3: TECHNICIANS	361	15	4.16%	11.7%	79	21.88%	50.8%
EEO GRP 4: PROTECT SERV WRKR	5	0	0%	11.7%	1	20.0%	50.8%
EEO GRP 5: PARA PROFESSIONAL	100	8	8.0%	11.7%	21	21.0%	50.8%
EEO GRP 6: OFFICE & CLERICAL	124	17	13.71%	11.7%	38	30.65%	50.8%
EEO GRP 7: SKILLED WORKER	1,696	68	4.01%	11.7%	42	2.48%	50.8%
EEO GRP 8: SERVICE MAINTENANCE	426	11	2.58%	11.7%	18	4.23%	50.8%
JUNE 2015 TOTAL	4,789	266	5.55%	11.7%	921	19.23%	50.8%
DECEMBER 2014 TOTAL	4,787	275	5.74%	11.2%	921	19.24%	50.8%
CHANGES	2	-9	-0.19%	0.5%	0	-0.01%	0

## **Transportation Minority Utilization Trend**



#### **Transportation Female Utilization Trend**



## **APPENDICES**

## **APPENDIX 1 -SECRETARY OF STATE**

JOB CATEGORY	TOT EMPS	MIN	% MIN	MIN PROJ % GOAL	FEMALE EMPS	% FEMALE	FEMALE PROJ % GOAL
EEO GRP 1: OFFICIALS & ADMIN	4	0	0%	11.7%	2	50%	50.8%
EEO GRP 2: PROFESSIONAL	24	1	4.17%	11.7%	19	79.17%	50.8%
EEO GRP 3: TECHNICIANS	1	0	0%	11.7%	0	0%	50.8%
EEO GRP 4: PROTECT SERV WRKR							
EEO GRP 5: PARA PROFESSIONAL							
EEO GRP 6: OFFICE & CLERICAL	1	0	0%	11.7%	1	100%	50.8%
EEO GRP 7: SKILLED WORKER							
EEO GRP 8: SERVICE MAINTENANCE							
SERVICE MAINTENANCE							
JUNE 2015 TOTAL	30	1	3.33%	11.7%	22	73.33%	50.8%
DECEMBER 2014 TOTAL	29	1	3.45%	11.2%	19	57.58%	50.8%
CHANGES	1	0	-0.12%	0.5%	3	15.75%	0

# **APPENDIX 2 - ATTORNEY GENERAL**

JOB CATEGORY	TOT EMPS	MIN	% MIN	MIN PROJ % GOAL	FEMALE EMPS	% FEMALE	FEMALE PROJ % GOAL
EEO GRP 1: OFFICIALS & ADMIN	50	3	6.0%	11.7%	18	36%	50.8%
EEO GRP 2: PROFESSIONAL	168	13	7.74%	11.7%	84	50%	50.8%
EEO GRP 3: TECHNICIANS	1	0	0%	11.7%	0	0%	50.8%
EEO GRP 4: PROTECT SERV WRKR	1	-	1	1	-		
EEO GRP 5: PARA PROFESSIONAL	3	1	33.33%	11.7%	3	100%	50.8%
EEO GRP 6: OFFICE & CLERICAL	6	0	0%	11.7%	6	100%	50.8%
EEO GRP 7: SKILLED WORKER	3	0	0%	11.7%	2	66.67%	50.8%
EEO GRP 8: SERVICE MAINTENANCE	1						
JUNE 2015 TOTAL	231	17	7.36%	11.7%	113	48.92%	50.8%
DECEMBER 2014 TOTAL	225	18	8%	11.2%	110	48.89%	50.8%
CHANGES	6	-1	-0.64%	0.5%	3	0.03%	0

## **APPENDIX 3 - STATE TREASURER**

JOB CATEGORY	TOT EMPS	MIN	% MIN	MIN PROJ % GOAL	FEMALE EMPS	% FEMALE	FEMALE PROJ % GOAL
EEO GRP 1: OFFICIALS & ADMIN	10	0	0%	11.7%	3	30%	50.8%
EEO GRP 2: PROFESSIONAL	18	1	5.56%	11.7%	15	83.33%	50.8%
EEO GRP 3: TECHNICIANS	1	0	0%	11.7%	0	0%	50.8%
EEO GRP 4: PROTECT SERV WRKR	1						
EEO GRP 5: PARA PROFESSIONAL	-						
EEO GRP 6: OFFICE & CLERICAL	1	0	0%	11.7%	1	100%	50.8%
EEO GRP 7: SKILLED WORKER							
EEO GRP 8: SERVICE MAINTENANCE	-			-		-	
JUNE 2015 TOTAL	30	1	3.33%	11.7%	21	65.63%	50.8%
DECEMBER 2014 TOTAL	33	1	3.03%	11.2%	19	57.58%	50.8%
CHANGES	-3	0	0.30%	0.5%	2	8.05%	0

# **APPENDIX 4 - AUDITOR OF PUBLIC ACCOUNTS**

JOB CATEGORY	TOT EMPS	MIN	% MIN	MIN PROJ % GOAL	FEMALE EMPS	% FEMALE	FEMALE PROJ % GOAL
EEO GRP 1: OFFICIALS & ADMIN	13	0	0%	11.7%	6	46.15%	50.8%
EEO GRP 2: PROFESSIONAL	119	5	4.20%	11.7%	74	62.18%	50.8%
EEO GRP 3: TECHNICIANS							
EEO GRP 4: PROTECT SERV WRKR							
EEO GRP 5: PARA PROFESSIONAL							
EEO GRP 6: OFFICE & CLERICAL	2	1	50%	11.7%	1	50%	50.8%
EEO GRP 7: SKILLED WORKER							
EEO GRP 8: SERVICE MAINTENANCE							
JUNE 2015 TOTAL	134	6	4.48%	11.7%	81	60.45%	50.8%
DECEMBED 2014 TOTAL	135	7	5.19%	11.2%	82	60.74%	50.8%
DECEMBER 2014 TOTAL	135	/	5.19%	11.2%	δZ	00.74%	50.8%
CHANGES	-1	-1	-0.71%	0.5%	-1	-0.29%	0

## **APPENDIX 5 - DEPARTMENT OF AGRICULTURE**

JOB CATEGORY	TOT EMPS	MIN	% MIN	MIN PROJ % GOAL	FEMALE EMPS	% FEMALE	FEMALE PROJ % GOAL
EEO GRP 1: OFFICIALS & ADMIN	60	1	1.67%	11.7%	18	30%	50.8%
EEO GRP 2: PROFESSIONAL	90	5	5.56%	11.7%	38	42.22%	50.8%
EEO GRP 3: TECHNICIANS	92	2	2.17%	11.7%	20	21.74%	50.8%
EEO GRP 4: PROTECT SERV WRKR	1						
EEO GRP 5: PARA PROFESSIONAL	2	0	0%	11.7%	2	100%	50.8%
EEO GRP 6: OFFICE & CLERICAL	18	2	11.11%	11.7%	13	72.22%	50.8%
EEO GRP 7: SKILLED WORKER	-			1			
EEO GRP 8: SERVICE MAINTENANCE	-			1			
JUNE 2015 TOTAL	262	10	3.82%	11.7%	91	34.73%	50.8%
DECEMBER 2014 TOTAL	270	11	4.07%	11.2%	86	31.85%	50.8%
CHANGES	-8	-1	-0.25%	0.5%	5	2.88%	0

## **APPENDIX 6 - UNIFIED PROSECUTORIAL SYSTEM**

JOB CATEGORY	TOT EMPS	MIN	% MIN	MIN PROJ % GOAL	FEMALE EMPS	% FEMALE	FEMALE PROJ % GOAL
EEO GRP 1: OFFICIALS & ADMIN	9	2	22.22%	11.7%	6	66.67%	50.8%
EEO GRP 2: PROFESSIONAL	703	23	3.27%	11.7%	270	38.41%	50.8%
EEO GRP 3: TECHNICIANS	1	-	1	1			
EEO GRP 4: PROTECT SERV WRKR	36	3	8.33%	11.7%	15	41.67%	50.8%
EEO GRP 5: PARA PROFESSIONAL	-						
EEO GRP 6: OFFICE & CLERICAL	389	19	4.88%	11.7%	372%	95.63%	50.8%
EEO GRP 7: SKILLED WORKER	-						
EEO GRP 8: SERVICE MAINTENANCE	-						
JUNE 2015 TOTAL	1,137	47	4.13%	11.7%	663	58.31%	50.8%
DECEMBER 2014 TOTAL	1,128	46	4.08%	11.2%	659	58.42%	50.8%
CHANGES	9	1	0.05%	0.5%	4	-0.11%	0

#### **APPENDIX 7 - EEO Job Category Descriptions**

- **Group 1. Officials and Administrators**: Occupations in which employees set broad policies, exercise overall responsibility for execution of these policies, direct individual departments or special phases of the agency's operations, or provide specialized consultation on regional, district or area basis. <u>Includes</u>: Department heads, directors, assistant directors, branch managers, environmental health program administrators, controllers, examiners, wardens, network engineers, resort park managers, police and fire chiefs, inspections and kindred workers.
- **Group 2. Professionals:** Occupations which require specialized and theoretical knowledge which is usually acquired through college training or through work experience and other training which provides comparable knowledge. <u>Includes:</u> Personnel and labor relations workers, social workers, doctors, psychologists, registered nurses, economists, dieticians, lawyers, systems analysts, accountants, engineers, employment and vocational rehabilitation counselors, correctional captains, health policy assistants and other kindred workers.
- **Group 3. Technicians:** Occupations which require a combination of basic scientific or technical knowledge with manual skill which can be obtained through specialized post secondary school education or through equivalent on the job training. <u>Includes:</u> Computer programmers and operators, draftsmen, surveyors, licensed practical nurses, photographers, radio operators, mine inspectors, programmers, systems engineer IT, highway technicians, technicians (medical, dental, electronic, physical sciences), administrative specialist I, inspectors and kindred workers.
- **Group 4. Protective Service Workers:** Occupations in which workers are entrusted with public safety, security and protection from destructive forces. <u>Includes:</u> Correctional officers, fire fighters, KVE inspector, facilities security officers, state park rangers, detectives, Occupational Safety and Health Administration, (OSHA), safety consultants, hazardous device investigators, wildlife and boating law enforcement officers and kindred workers.
- **Group 5. Paraprofessionals:** Occupations in which workers perform some of the duties of a professional or technician in a supportive role, which usually require less formal training and/or experience normally required for professional or technical status. Such positions may fall within an identified pattern of staff development and promotion under a "new careers" concept. <a href="Includes: Administrative assistants">Includes: Administrative assistants</a>, family support specialists, laboratory aids, revenue examiners, medical aids, child support workers, youth workers, museum guides, house parents, fish and wildlife technicians and kindred workers.
- **Group 6. Office and Clerical:** Occupations in which workers are responsible for internal and external communication, recording and retrieval of data and/or information, and other paper work required in an office. <u>Includes:</u> Administrative secretaries, bookkeepers, messengers, office machine operators, clerk-typists, stenographers, data entry operators, communication dispatchers, office managers, postal technicians, rehabilitation care aids, offender information specialists and kindred workers.
- **Group 7. Skilled Worker:** Manual workers of relatively high level (precision production and repair) having a full and comprehensive knowledge of the process involved in their work.

Exercise considerable independent judgment and usually received an extensive period of training. <u>Includes:</u> mechanics and repair people, electricians, heavy equipment operators, highway superintendents, carpenters, HVAC inspectors, locksmiths, correctional farm managers, fisheries biologists and kindred workers.

**Group 8. Service/Maintenance:** Occupations in which workers perform duties which result in or contribute to the comfort, convenience, hygiene or safety of the general public or which contribute to the upkeep and care of buildings, facilities or grounds of public property. Workers in this group may operate machinery. <u>Includes:</u> Cooks, equine workers, elevator inspectors, highway equipment operators, janitors, laborers, laundry workers, park workers, patient aides, stores workers, veterans cemetery caretakers and kindred workers.